

# **18th Annual California Partnership Academies Conference**

## ***Call for Presentations***

February 26–28, 2006 (Sunday-Tuesday)  
Hyatt Regency San Francisco Airport, Burlingame

Please complete the following proposal form to be considered as a presenter for the 18th Annual California Partnership Academies Conference. To be guaranteed inclusion in the selection process, presenters must submit proposals NO LATER than **DECEMBER 2, 2005**.  
***Please type or print legibly.***

**Presentation title** (maximum of 10 words): *If your presentation is accepted, every effort will be made to use the title as submitted.*

**Presentation description** (maximum of 50 words): If your presentation is accepted, this description will be used in the program.

**Primary presenter name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Organization:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**Co-presenter:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Organization:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

Please add information on additional presenters or team or panel members on a separate sheet of paper.

If you are representing a business/organization, what is your profit status?

☐ Not-for-profit organization

☐ For-profit organization

**Focus area of presentation** (Select one that best describes the session.):

☐ Implementing the Career Technical Education Standards

☐ Effective Career Technical Course Sequencing

☐ Curriculum Integration/Cross-Curricular Projects (core academic and/or career technical)

☐ Student Support Strategies

☐ Implementing, Managing, and Sustaining Academy Requirements

☐ Student Recruitment and Retention

☐ Building Effective Partnerships (business, families, community, postsecondary)

☐ Effective Mentoring Program and Electronic Mentoring

☐ Internships, Paid Jobs, and Work Experience

☐ Scheduling Strategies for Creating a Successful Academy

☐ Other (describe):

(See over)

**Career focus** (Select one that best describes the session.):

- ☐ Presentation is applicable to all career focus areas.  
☐ Presentation is specific to the following career focus area: \_\_\_\_\_

**Intended audience** (Check all that apply.):

- ☐ New Academy Team      ☐ Administrators      ☐ Business Partners  
☐ Veteran Academy Team      ☐ Counselors      ☐ Lead Teacher/Program Coordinator

**Presentation length:** All workshops will be 75 minutes.

### **Materials**

Presenters are requested to bring at least 50 copies of materials related to their workshop to distribute to the audience. If you are presenting twice, you should have 100 copies. Participants seek materials to take with them from sessions. You should include contact information on your materials so participants can get in touch with you if there are questions.

### **Room set-up**

Rooms will be set to a maximum capacity in theater style. Requests for a special room set-up, such as roundtable style, ***must*** be noted below.

**Special room set-up request** (If any, please indicate here.):

\_\_\_\_\_

### **Equipment**

All rooms will be furnished with an overhead projector, a screen, and a podium. **WE ARE SORRY, BUT DUE TO THE HIGH RENTAL COST, WE ARE NOT ABLE TO PROVIDE ANY ADDITIONAL AUDIOVISUAL EQUIPMENT. You may choose to bring your own equipment or pay for special equipment.**

### **Expenses and conference fees**

No honoraria or expense claims will be paid to program presenters. All conference presenters must complete a conference registration form. Presenters who want to attend sessions and/or meals must pay the registration fee. Individuals registering as a "Presenter Only" and who will not be attending sessions and/or meals are not required to pay registration fees.

**Selection:** Individuals selected for workshop presentations will be notified by **JANUARY 13, 2006**.

**Proposal changes:** Proposal changes must be submitted in writing using the following methods:

Electronic e-mail:  
*mamartin@cde.ca.gov*

Facsimile:  
Attention Machele Martin, Analyst  
Fax: (916) 319-0163

U.S. mail:  
Machele Martin, Analyst  
High School Initiatives/Career Education Office  
California Department of Education  
1430 N Street, Suite 4503  
Sacramento, CA 95814-5901

◆ ***To be included in the program, presenters must submit all changes no later than January 20, 2006.***

### **Availability**

By submitting this presentation proposal, you are agreeing to your availability for the duration of the conference, Monday and Tuesday, February 27 and 28. Every attempt will be made to honor your requests regarding presentation time, and each presenter will be notified of any changes prior to February 1, 2006.

**Conference registration** (Check one):

- ☐ **YES**—I/my team is able to attend the conference (meals and sessions) and will register as an attendee and pay registration fees.  
☐ **NO**—I/my team is not able to attend the conference (meals and sessions) and will be registering as a "**Presenter Only**."

***Please note:*** Presenters wanting to attend any meals and/or sessions must pay the registration fee.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Questions? CALL HIGH SCHOOL INITIATIVES/CAREER EDUCATION OFFICE AT (916) 319-0893**